

OneDrive Icons: what do they mean?



The glimmer marks (three little blue lines) seen next to a file or folder indicate that the file is new. You'll see this only when using OneDrive.com online.



A grayed-out OneDrive icon in the taskbar means you're not signed in, or OneDrive setup hasn't completed.



A red circle with a white cross means that a file or folder cannot be synced.



You'll see this in File Explorer or on the OneDrive notification area icons.



Click the blue or white OneDrive icon in the notification area to learn more about the problem.



The paused symbol over the OneDrive or OneDrive for Business icon means your files are not currently syncing.



To resume syncing, open the activity center, select **More** and then **Resume syncing**.



The circular arrows over the OneDrive or OneDrive for Business notification icons signify that sync is in progress.



Sync icons may also be seen online in OneDrive.com. OneDrive will also check for other file or folder changes and may show "Processing changes".



If OneDrive shows "Processing changes" for a long time, it could be because you have an online file open, a very large file syncing, a lot of files stuck in a queue.



The yellow triangle with an exclamation mark over the OneDrive icon indicates that the account needs attention.



Select the icon to see the alert message in the activity center.

